



**CITY OF TRINITY
ANNUAL RETREAT
SATURDAY, JANUARY 14, 2006
8:30 A.M.**

The Trinity City Council held the Annual Retreat on Saturday, January 14, 2006 at the Radisson Hotel, High Point, NC. A quorum was present.

MEMBERS PRESENT: Mayor, Fran Andrews; City Council members Karen Bridges, Phil Brown, Barbara Ewings, Barry Lambeth, Bob Labonte, Dwight Meredith, Miles Talbert, and Edith Reddick.

OTHERS PRESENT: City Manager, Ann Bailie, Planning Administrator, Adam Stumb, City Clerk/Finance Officer, Debbie Hinson, Administrative Assistant and Staff Member, Diana Schreiber; City Attorney, Bob Wilhoit; Randy McNeill, City Engineer; Retreat Facilitator, Ginger Booker; Members of the Press; and other interested parties.

ITEM 1. CALL TO ORDER

Mayor Andrews called the January 14, 2006 Annual Retreat to order at 8:30 am and called on Council member Lambeth to give an invocation. After the invocation, Mayor Andrews turned the Annual Retreat over to Ms. Booker the Retreat Facilitator.

Prior to continuing with the next item, Ms. Booker briefly reviewed the Agenda and the time allotted for each item. There was discussion between Ms. Booker, Manager Bailie, and Council members concerning the need for discussion and review of the Zoning Ordinance changes.

After discussion, it was the consensus of the Council to proceed with the Agenda as presented and to limit discussion on the Zoning Ordinance changes if necessary due to time restrictions.

ITEM 2. GROUND RULES

Ms. Booker discussed with Council the following (8) Ground Rules.

- Test assumptions & inferences
- Share all relevant information
- Focus on interests not positions
- Agree on what important words mean
- Make statements ; then invite questions
- Don't take cheap shots
- FOCUS
- Consensus

After the review Ms. Booker called for questions and asked Council members if they were comfortable using these rules today during the Retreat.

It was the consensus of Council that they were comfortable in following these Ground Rules as presented by Ms. Booker.

ITEM 3. POLICY DISCUSSION

Discuss and clarify why “Policy Discussion” rates highest for discussion and for each topic identify:

- a. Why this issue is important NOW.
- b. What are the key questions to be answered in order for Council members to make an informed decision?
- c. What are the time goals or constraints?

(1) Curbside Trash/Recyclable Pickup

The City Council’s comments addressed the following issues pertaining to Curbside Trash/Recyclable Pickup

Taxes paid – service/ Tax increase needed/ user fee

Council members and Manager Bailie discussed the survey that was sent out concerning this item. Manager Bailie advised Council the responses received on this survey were very unscientific. A majority of the respondents were interested in this service but I would not extrapolate the responses that we received to a decision. We mailed out approximately 2,700 newsletters and received 37 responses. Mayor Andrews discussed conversations that she had with citizens concerning an increase in tax rates in order for the city to provide this service. With the exception of one (1) resident they all responded favorably to an increase in their tax rate to provide this service. She discussed how the tax would affect residents. Those whose property tax is valued at \$150,000.00 or more would see an increase from what they pay to the private hauler. Those with property values under this amount that currently pays \$40.00 per quarter for private service would not see an increase with a tax rate at .11 cents.

Ms. Booker asked Council members if they felt this service could be offered without an increase in the present tax rates.

It was the consensus of Council that they could not provide this service without an increase in the tax rates.

Is property tax the right basis

Council member Brown discussed a question included in one of the city newsletters concerning how the city would pay for services such as garbage service and police protection when support for the bond referendum was sought without an increase in taxes by a combination of increased revenue streams, fund balance and/or user fees. There have been a lot of residents that have advised me they would like to have garbage service but not with an increased tax rate of .16 cents. They feel the city will have to increase the rate for sewer services and do not want to experience a sewer rate increase and tax rate increase. Manager Bailie read the question and answer from the newsletter and stated that she felt this question and answer for no increase in taxes was for sewer only and reviewed the answer given in the newsletter relating to the questions discussed as follows; “ additional services could be funded using existing or increased revenues streams, fund balance, and/or user fees. The City Council is responsible for determining what services to provide and how they are to be funded.”

There was discussion between Council member Lambeth and Mayor Andrews concerning the fairness to increase tax rates to provide this service since it did not cost any more to pick up garbage from the resident with 700 acres than it does to pick up a resident with one acre or less. Mayor Andrews discussed the resident who could not afford to pay and was currently burning their garbage. There was further discussion between Council concerning the difference in cost to provide this service by the private hauler and the city.

Mayor Andrews shared with Council a handout that contained information from the GIS Website that she compiled. The dollar amounts shown per street are an average of the tax value for all homes on that street. These figures are based 2028 homes located in Trinity which represents 75% of the total homes in the city. The increase of curb side trash pickup is based on a cost of \$40.00 per quarter. The increase in cost shown is based on a tax increase of .11 cents.

There was discussion by Manager Bailie concerning her Memo dated 6-11-04. I believe my memo indicates an increase of an additional .12 cents to pay for the entire process to provide trash and recyclable pickups. Also listed at the bottom of the memo were additional costs at that time to provide this service. To outsource this would be \$5,000 one time set-up with an estimated cost of \$4,050 annually thereafter. To do this in-house would cost \$2,500.00 one time billing module, \$1,025 per year subscription; and \$17,000/year for a part time employee including benefits.

Council member Labonte and Manager Bailie discussed the number of different trash trucks that came into the different neighborhoods and how this could be addressed if the city could develop a contract with the private haulers. Manager Bailie discussed how cutting down on the number of garbage trucks that went into a neighborhood could also help cut down on dollars expended for street maintenance.

Ms. Booker discussed the needs for sewer that Trinity was addressing. The die is cast for sewer and the city has a large job with this item. You have passed the Bond Referendum and are currently absorbed with this item. In terms of becoming a full service city, you are currently working on sewer and have entered into a Planning/Zoning area in which you are in the early stages of the development of a long-range Land Use Plan with lots of citizen involvement. This is another service that the city is getting into. What do you think Trinity in the long run should be doing as far as offering services as a full service city? I have identified two (2) of these services. Do you have any assumptions about Trinity as a full service city for long range and if so what are they?

Council member Talbert stated that he felt the addition of services were quite premature. I think our main task is sewer and building a sound base to offer these services. We are nowhere near that. Trash is not high priority since we do have good trash pickup in town. I do not think there is a landslide feeling in Trinity that we need to offer trash service since most residents have trash service and most are relatively satisfied with their trash service. I think that the city can not afford to concentrate on this service now. I believe our big job (sewer) is ahead of us. We have committed 15 million dollars of debt to accomplish this job. We can't be distracted by something that is not critical.

Council member Bridges stated that she understood Council member Talbert's point, however the city has a new development Colonial Village with a very dense population with a portion in Trinity. Something will have to be done with their trash. I don't know if we want to allow Thomasville to take over that job in our city. Something will have to be done in this area. Other Council members discussed how the private haulers in Trinity would provide service in this area to the residents for the quarterly fees just as in the other city limits.

Manager Bailie advised Council members that the developer did not want to leave this up to the individual trash haulers and has specified in the restrictive covenants that it will be picked up by one (1) hauler. He plans to contract with the City of Thomasville because they offer services that the local haulers do not. They pick up recyclables, trash, and yard waste. Providing yard waste pickup in a subdivision is important since you have no way to dispose of this type of waste. It is also included in the restrictive covenants that if the City of Trinity provides this type of service in the future this area will revert to the City of Trinity to provide services.

Council member Meredith stated that approximately 85% of the residents wanted sewer when the City of Trinity was formed and I still believe they want sewer. I feel like we would be remiss as a city to increase property tax .12 cents to provide garbage service or other services when we have not bit the bullet enough to help get the sewer in the ground. I would not vote for a tax increase to provide a service that I already had but would probably vote for a tax increase that would allow the sewer infrastructure to be installed faster. What we need to do as a city is to get the sewer infrastructure in the ground. Citizens approach me every week wanting sewer and want to know when the sewer will be available to them. They don't like to

hear my response of 5 to 10 years and I know they would not like to hear that their taxes were going to be increased .12 cents to provide a service that they already have. I know there are people on both sides of the issue and some do want garbage pickup. We as a Council need to carry through with what we started (sewer) and if we want to get it installed sooner we need to raise taxes .12 cents to install the sewer infrastructure. I think most residents will not like a large tax increase to provide garbage service to someone else.

Council member Labonte stated he felt that both he all Council members would like to provide weekly garbage pickup to all residents. Trinity needs a lot of things and I do not believe if we are going to pass on a tax increase that trash pickup is the first thing that we need to do. I think there are more important things in the city that needs to be done. I believe that a tax increase to provide garbage would alienate more citizens to any future needs of the council rather than gain support for future projects that the Council might wish to undertake. I agree with comments from other Council members that we need to get the sewer infrastructure in the ground. This will help to build the tax base so that we can provide services like these to our residents at a later date. We can't do this today.

Council member Ewings discussed the daily comments heard by Council members concerning residents paying taxes and not receiving services. I have to go back to our .05 cent tax rate and what are the citizens getting for their tax dollars. Sewer was the original theme when we first began to discuss the incorporation effort. She discussed the problems with the soil and septic problems in the city by residents. She stated that as a citizen she wanted to see sewer in the ground. I have garbage pick up that I pay \$157.50 annually for. If my tax rate were to be increased I would prefer that it be put towards the installation of sewer. Currently it is not feasible for sewer to come into my community, but it is feasible to go into other communities so that eventually it will get to my area. She discussed a problem she had in finding streets located inside the city due to lighting. I would like to see street lights in our cities future; however, this is a long range plan. My priority is to continue to pursue with sewer projects and then proceed with garbage pickup and street lighting.

Council member Lambeth discussed a conversation he had with a neighbor who was upset because sewer service was not being provided to his church in the time that he felt it should be. I discussed my feelings with him and explained to him that he was fortunate that the sewer was available to this area and that the County, the School, and the City agreed to allow this area to be serviced. Without the joint effort sewer would not be available. We are not building a city for us but for citizens in the future. We all want things but it does not mean it will happen today. We need to think about the long range plan, the big picture; not just tomorrow.

Ms. Booker asked Council what they would like to do next and if they thought this topic would be again next year or are were they ready to move on.

Manager Bailie stated the following for the record.

- **Recyclables are something that residents will request once we start growing. Persons moving into the city will expect the recyclable service.**
- **I believe as new subdivisions are built the disposal of yard waste will become a problem. There is no place to unload it. The local trash haulers will not pick this up. Currently our only option is to refer citizens to the landfill for disposal.**
- **We have had complaints from the County concerning the condition of the recycling site. The Public Works Director wants to close it down due to the contamination problems. People just keep come through and use this site as a dump. As stated in the memo he has asked if we know of another site that he could use that could be fenced in. He would be willing to do both recyclable and solid waste. He has stated that if this all came about he would request assistance from the city.**

Randolph County might be willing to man a site but he needs corporation from the city.

Council member Ewings asked Manager Bailie since she came from a city that provided garbage and recyclable services what the impact to her personally was by living in a city that did not provide this service.

Manager Bailie stated that she would rather be able to take out her trash and recyclables to the curb for pickup. She advised Council that she came from Pleasant Garden, a small city, and was able to contract with BFI or Waste Management for this service. That is what I was used to and I have come to a community where I have to take the recyclables to the site. It does not bother me to take the recyclables to this site but what does bother me is the other garbage that has been dumped at this site that we just discussed.

Council member Meredith suggested that Trinity contact the County Commissioners and ask for a manned site with a guard and fence.

There was discussion between Manager Bailie and Council concerning the willingness of Council to share or pay for the costs of a guard at a manned site as well as what services would be provided at the site.

Manager Bailie stated that during her conversation approximately 2 weeks ago with the Public Works Director he stated that if a location could be found that would be large enough for both recycling and garbage he would be willing to work with us in fencing it, manning it, etc.

Manager Bailie also discussed her meeting with the private haulers approximately 2 years ago that came about after the Annual Retreat. I met with them and discussed the possibility of them working together with the City to provide trash pickup and recyclables. At that time they said they could do it. I do not know why we have not been offered recycling individually through our trash haulers. I could ask about recyclable pickup but I have been told that they will not pickup yard waste.

Mayor Andrews discussed complaints that she had received concerning burning of yard wastes. This is legal in Trinity; however, there are complaints about this. Ms. Booker advised Mayor Andrews and Council members that it was against State Law to burn outdoor yard waste on high ozone days.

There was further discussion concerning where the current recyclable site was located and if there was enough property available to support recyclable and garbage services. Mr. McNeill, City Engineer discussed the receiving stations that would be needed in order to dispose of garbage at any site. This is an approximate investment of \$200,000.00.

After this discussion, Mayor Andrews stated that she would like to see the City Manager pursue with Randolph County a recycling station that is fenced and guarded. I do not want to see the recycling defined as just plastic bottles and aluminum cans but also something that would give people a place to take their yard waste. It would be more than just one thing.

At the conclusion of the discussion Ms. Booker bulleted the following items for assignment for Manager Bailie.

Manager to work with county on site selection and cost to provide (fencing, guarding) for the site. Cost sharing with the county- for recyclable (multi- product) site to include yard waste with added assurance that it would be guarded.

The next item discussed on the Agenda was Law Enforcement

(2) Law Enforcement

After Ms. Booker opened this item Manager Bailie advised Mayor Andrews and Council members that this item was discussed last year and that she had brought that information if they wanted to discuss this item.

This includes the cost paid by Jamestown to contract with the Sheriff's Department. I believe a general discussion from the Council is in order pertaining to your desire for law enforcement. Manager Bailie advised Council that when receiving calls from residents the topic consisted of what they receive for their tax dollars. What about garbage pickup and law enforcement? In order for me to be responsive to the residents I would like to know where you stand on law enforcement. In prior years I have been able to say to the residents that we discussed this item at the Annual Retreat and the Council has decided that what we currently offer is sufficient. I then go on to ask the residents what they are talking about when they talk about law enforcement. The response of approximately 99% of these residents is that they want a patrol car going through their neighborhood providing a little more visibility.

There was discussion among Council members concerning the possibility of providing more visibility and other options that the city had explored in prior years that had not come to fruition because of the costs involved to provide one (1) officer for the City of Trinity. Council discussed the disadvantages of not having one (1) officer dedicated to Trinity and the amount of time that it sometimes took to get law enforcement to the residents because Randolph County was such a large jurisdiction.

Council discussed exploring the option to approach the City of Archdale to provide law enforcement for the City of Trinity.

There was further discussion concerning the speeding violations that took place in Trinity and the possibility of renting or leasing one of the speed signs from one of the neighboring municipalities.

After further discussion, Manager Bailie asked if it was the consensus of the Council to begin this process by trying to work with the County to provide more visibility.

It was by Council consensus for Manager to begin the following process with the County and the appropriate authorities to begin the processes listed below and to advise Council of her findings.

- ***More visibility (Ann)***
- ***Potential of leasing or renting one of the speed signs from neighboring municipalities***
- ***Check with Sheriff and County Manager at the end of March 06 concerning the costs to provide one(1) officer for Trinity***

Thoroughfare Overlay

The following topics were discussed during the Thoroughfare Overlay Review.

- Tool in regulating new Thoroughfares look and development along Thoroughfare that will control how the streets in the city will look.
- Relationship to sewer planning
- Some Overlay Districts proposed but won't correct existing problems not to correct problems but to prevent problems
- Can impact new development and expansions
- Bring results to Planning /Zoning for review to changes prior to Council for their review at a work session.
- Integrate as a tool into the Land Development Plan

After Ms. Booker opened this item, Council member Talbert stated he felt this was urgent to be in place prior to the sewer infrastructure being installed to give our Planner an important tool that will help regulate how our Thoroughfares will look. Thoroughfare Overlays are used widely throughout North Carolina. We have great examples next to us that demonstrate both the use and non-use of the Thoroughfare Overlay. We need to give some serious thoughts how our roads will look when we do become a city. I believe that modifications can be made to the Overlay Plan that will be agreeable to everyone. I have worked with Mr. Stumb, City Planner and we have studied some of the changes discussed at earlier meetings. We had

originally proposed Overlay on NC Highway 62 from border to border. Since that time we have changed the Overlay to begin at the Friends of Trinity Park and continuing to the Thomasville City Limits along NC Highway 62. We decided to make this change since a lot of the properties between the Trinity City Limits beginning at Spencer's and extending to the Trinity High School Intersection do not meet the Overlay requirements. Since we can't bulldoze homes in this area it may be premature to add the Overlay in this area. Another problem defined was the amount of additions that would be allowed to buildings in the Overlay Area. We will be proposing a wording change in this section to read "nonconforming buildings." The main purpose in creating a limit on additions is to address buildings that do not conform to the Overlay requirements. If a current business located in this area has an increase of business and would like to expand they must be able to meet the requirements of the Overlay District. He discussed the difference in the look in Thomasville who does not use Overlay and High Point who does use an Overlay. The Overlay does not restrict development or building; it only dictates what your city will look like when developed. We are not ruling out metal buildings just proposing where they can be built.

There was a brief discussion among Council members about problems they saw from original Overlay Plan that included acreage, facades (front of buildings), and depth of lots and the importance of considering how all of these items would affect a property.

Ms. Booker asked how the Overlay related to the Land Use Plan that the city had begun. Council member Talbert stated that the Land Use covered the entire city and this plan only covers the areas that will be defined as the Thoroughfare Overlay District. Mr. McNeill, City Engineer stated the Overlay Plan gave the city more strength in zoning and does not apply to the entire city. The Land Use Plan applies zoning to the entire city. As discussed by Council member Talbert this is important prior to the sewer infrastructure being put in place. Once the Land Use Plan is completed it will help any resident that wants to sell or improve his property see what the city expects to see developed in this area and will assist residents in making plans for future uses.

Manager Bailie discussed how Council member Talbert had taken the lead on trying to review and address some of the problems that had been identified by other Council members. He is working with our Planner, Mr. Stumb in an effort to make changes to the document that will address concerns and that would be a plan that the Council would consider.

There was further discussion among Council members concerning the original document and the changes that they would like to see made as well as discussion on where the Overlay would be applied and the size of acreage identified in the original plan.

Ms. Booker discussed with Council how they perceived this process to continue. What do you envision as the next step so that when this comes to Council for consideration you won't feel surprised or feel as though you were not involved or needed more input into the plan. Do you want to have a more formal process such as a Work Session where all of you would take part in this?

Manager Bailie also stated that she was interested in the timing of this item. I have had some Council members approach me and ask if it would be better to separate this from the Land Use Plan and should we set aside the work on the Thoroughfare Overlay Plan until the Land Use Plan is in place.

Council member Talbert stated that these two (2) items were not the same. The Thoroughfare defines what your streets are going to look like. Whether you have a Land Use Plan or not you still want to have your street looking like it should. Adam and I will continue working on this plan and can hopefully present this to Council at the Pre-Agenda Meeting for review by February.

Ms. Booker agreed with Council member Talbert by stating the Land Use Plan is the big plan. The Thoroughfare Plan is a specific tool. Paul Kron who is working with you on the Land Use Plan needs to know where you are so that it can be mentioned in the Land Use Plan. This is a tool that needs to be specifically mentioned in the Land Use Plan because they mesh.

Ms. Booker discussed Council member Talbert's desire to seek individual feedback from Council to incorporate into the document that he and Adam are working on and bring it up at a Pre-Agenda Meeting for a group discussion. I do not believe there is a need to talk about timing further. You will proceed with

the Overlay, the Land Use Planning process is going to proceed and the chances are there will be a way for the two to merge and compliment each other.

There was further discussion among Council members concerning the Planning/Zoning Board involvement with the Thoroughfare Overlay Plan. Council comments were that the plan would go to the Planning Board after review by Council of the proposed changes. They will review the changed document prior to the document being presented to Council for further review and consideration for adoption.

Fire Protection

After Ms. Booker opened this item, Manager Bailie discussed the events that had taken place over the last year concerning this item.

- The City Council voted to create a Fire Protection Task Force to evaluate the services provided by the two (2) fire departments (Guil-Rand and Fair Grove Fire Departments) serving the City of Trinity.
- The Task Force met for one (1) year, issued a report, and presented both short term and long term recommendations to the City Council.
- Short Term Goals included such things as working together that included some provisions as to how that might be managed, automatic aid agreements, and things of this nature. Manager Bailie advised Council that she had the report that contained the specifics if anyone needed them.
- The Long Term Goal was to contract with Guil-Rand Fire Department.
- Council's action was to ask the County Commissioners to contract solely with Guil-Rand Fire Department to provide services to the City of Trinity.
- The County Attorney advised Council that in order to comply with their request, the County Commissioners would have to change the tax rate for Fair Grove Fire Department from 6.5 cents to equal the tax rate for Guil-Rand at .10 cents, The County Commissioners were reluctant to do this because they would have to change the tax rate for all residents in the Fair Grove Fire District not just the Fair Grove District that exist inside of the Trinity City Limits.
- At this point this item was tabled and remains tabled.

Manager Bailie advised Council members that she had done considerable research of the North Carolina General Statutes to see what options might be available to accomplish having one service provider (Guil-Rand) which was what Council voted to accomplish.

Manager Bailie reviewed the following Memo with Council.

Considerations

- Are the differences in fire protection services provided by Fair Grove and Guil-Rand Fire Departments significant enough to warrant action by the City of Trinity?
- Is there a problem with fire protection in the City or is there a problem with other emergency responders (exp. Ambulance)?
- Is it more important that the City provide fire protection than law enforcement or other services?
- Could taxpayer money be used more efficiently and effectively elsewhere?

Manager Bailie discussed an earlier memo provided to Council by Attorney Wilhoit that advised Council how the district lines could be moved. Because of the difference in tax rates this requires that a petition be signed by 35% of the affected residents and approval by the Board of Directors of both fire departments. If we were to establish our own fire department what happens? This next section applies to this question.

Establishing a municipal fire department (or contracting for same):

Cities are authorized to establish municipal fire departments (§ 160A-291). Cities may also contract with and appropriate money to any person, association, or corporation, in order to carry out any public purpose that the city is authorized by law to engage in. (§ 160A -20.1).

The statutes do not seem to directly address the procedure for transferring territory from an existing rural fire protection district to a city except through annexation of real property. Therefore, if the City was to pass a resolution of intent to establish a fire department, one of at least two outcomes might result: 1. The fire departments providing service within the city would agree to a reduction in both their service area and tax revenue (§ 69-25.14); or 2. They wouldn't agree and the courts would decide the outcome.

Special legislation may be sought to address this issue.

If the city wanted to provide fire protection themselves we could probably seek some kind of legislation. If this is something that the City might want to pursue we would need a session with Senator Tillman as well as assistance from our City Attorney.

Manager Bailie stated that as far as she could define by the State Statutes the only way the city could specify who or how to provide the service was if the city were to provide fire protection services or contract for the same. The current services were set by the County prior to the incorporation of Trinity and we do not have a voice in how that service is provided.

Note: *If the City were to provide fire protection services be either starting our own fire department (or contract for same), the County Commissioners would no longer levy a tax for that service (§ 69-25.15). Any tax for fire protection would be levied by the City of Trinity.*

The only other apparent way for the City to provide fire protection service was discussed in legal memos provided by City Attorney Bob Wilhoit which are summarized as follows:

Both Guil-Rand and Fair Grove fire departments were formed pursuant to NCGS § 69 (by petition of 35% of the residents). Changes to district areas may be made as follows:

In the case of adjoining fire districts having different tax rates, the board of county commissioners, upon petition of two thirds of the owners of the territory involved and after receiving a favorable recommendation of the fire protection commissioners and the boards of directors of the corporations furnishing fire protection in the districts affected, may transfer such territory from one district to another. (69-25.11(4))

NOTE: Since a petition is required of 2/3 of the owners of the territory involved, it does not appear that the two departments can unilaterally negotiate a transfer of territory.

If the tax rates were the same, a petition would not be required and the County Commissioners could change district boundaries upon recommendation of both fire departments' board of directors (69-25.11(3)).

(Local acts have modified provisions (not detailed in book); Knotville Volunteer Fire Dept. Inc. v. Wilkes County: After a district has been created, the only ways to alter the established boundaries are listed in this section,)

What the Courts might decide

Follow annexation procedures

When the whole or any portion of a fire protection district has been annexed by a municipality furnishing fire protection to its citizens, then the fire protection district within the City limits ceases to be a portion of a fire protection district and the County Commissioners are no longer authorized to levy and collect fire tax (69-25.15).

The city is required to make a good faith effort to negotiate a five-year contract with the rural fire department to provide fire protection in the area to be annexed, if requested by the rural fire department (160A-49.1(a)).

Any offer by a city to a rural fire department which would compensate the rural fire department for revenue loss directly attributable to the annexation by paying such amount annually for five years, is deemed to be a good faith offer of consideration for the contract (160A-49.1(d)).

The rural fire department may, if it feels that no good faith offer has been made, appeal to the Local Government Commission for an order staying the operation of the annexation ordinance pending the outcome of the review. The Commission may grant or deny the stay (160A-49.1(g)).

Upon effective date of annexation the City annually pays a proportionate share of any payments due on any debt relating to facilities or equipment (160A-49.2)

If, because of the annexation, the rural fire department must terminate the employment of any full-time employee who has been in such position for at least two years, the City must compensate said employee(s) (160A-294).

Pertinent Statutes

§ 69-25.4. Tax to be levied and used for furnishing fire protection.

(c) For purposes of this Article, a fire protection district is a municipal corporation organized for a special purpose. Except in cases when a fire protection district commission is appointed to govern the district, the board of county commissioners, or joint boards of county commissioners when the area lies in more than one county, shall serve as the governing body.

§ 69-25.10. Means of abolishing tax district.

Upon a petition of fifteen percent (15%) of the resident freeholders of any special fire protection district or area, at intervals of not less than two years, the board of county commissioners or the joint boards of county commissioners, if the area lies in more than one county, shall call an election to abolish the special tax for fire protection for the area, the election to be called and conducted as provided in G.S. 69-25.2; if a majority of the registered voters vote to abolish said tax, the commissioners shall cease levy and collecting same and any unused funds of the district shall be turned over to and used by the county commissioners of the county collecting same as apart of its general fund, and any property or properties of the district or the proceeds thereof shall be distributed, used or disposed of equitably by the board of county commissioners or the boards of county commissioners (1953, c. 453, s. 4.).

§ 69-25.11. Changes in area of district.

After a fire protection district has been established under the provisions of this Article and fire protection commissioners have been appointed, changes in the area may be made as follows: (see Bob Wilhoit's memo)

...(4) In the case of adjoining fire districts having in effect a different rate of tax for fire protection, the board of county commissioners, upon petition of two thirds of the owners of the territory involved and after receiving a favorable recommendation of the fire protection commissioners and the boards of directors of the corporation furnishing

fire protection in the districts affected, may transfer such territory from one district to another and therefore relocate the boundary lines between such fire districts in accordance with the petition or in such other manner as the board may deem proper...

(3) In the case of adjoining fire districts having in effect the same rate of tax for fire protection, the board of county commissioners, upon petition of the fire protection commissioners and the boards of directors of the corporations furnishing fire protection in the districts affected, shall have the authority to relocate the boundary lines between such fire districts in accordance with the petition or in such other manner as to the board may seem proper.

§ 69-25.14. Contract with city or town to which all or part of district annexed concerning property of district and furnishing of fire protection.

Whenever all or any part of the area included within the territorial limits of a fire protection district is annexed to or becomes a part of a city or town, the governing body of such district may contract with the governing body of such city or town to give, grant or convey to such city or town, with or without consideration, in such manner and on such terms and conditions as the governing body of such district shall deem to be in the best interests of the inhabitants of the district, all or any part of its property, including, but without limitation, any fire-fighting equipment or facilities, and may provide in such contract for the furnishing of fire protection by the city or town or by the district. (1957, c. 526.)

NOTE: Indicates possible distinction between annexation and “becom(ing) a part of a city or town”. Procedures for changing district lines (non-annexation?) are detailed in § 69-25.11. Changes in area of district.

§ 69-25.15. When district or portion thereof annexed by municipality furnishing fire protection.

(a) When the whole or any portion of a fire protection district has been annexed by a municipality furnishing fire protection to its citizens, then such fire protection district or the portion thereof so annexed shall immediately thereupon cease to be a fire protection district or a portion of a fire protection district; and such district or portion thereof so annexed shall no longer be subject to G.S. 69-25.4 authorizing the board of county commissioners to levy and collect a tax in such district for the purpose of furnishing fire protection therein.

There follows provisions for cities to refund prorated fire protection district tax and to seek reimbursement from county

§ 160A-11. Corporate powers.

The inhabitants of each city heretofore or hereafter incorporated by act of the General Assembly or by the Municipal Board of Control shall be and remain a municipal corporation by the name specified in the city charter. Under that name they shall be vested with all of the property and rights in property belonging to the corporation; shall have perpetual succession; may sue and be sued; **may contract and be contracted with;...**

160A-20.1. Contracts with private entities.

A city may contract with and appropriate money to any person, association, or corporation, in order to carry out any public purpose that the city is authorized by law to engage in.

§ 160A-49. Procedure for annexation.

(a) Notice of Intent. - Any municipal governing board desiring to annex territory under the provisions of this Part shall first pass a resolution stating the intent of the municipality to consider annexation. Such resolution shall describe the boundaries of the area under consideration, fix a date for a public informational meeting, and fix a date for a public hearing on the question of annexation. The date for the public informational meeting shall be not less than 45 days and not more than 55 days following passage of the resolution. The date for the public hearing to be not less than 60 days and not more than 90 days following passage of the resolution.

§ 160A-49.1. Contract with rural fire department.

(a) If the area to be annexed described in a resolution of intent passed under G.S. 160A-49(a) includes... a rural fire protection district under Article 3A of Chapter 69 of the General Statutes... and a rural fire department was on the date of adoption of the resolution of intent providing fire protection in the area to be annexed, then the city (if the rural fire department makes a written request for a good faith offer, and the request is signed by the chief officer of the fire department and delivered to the city clerk no later than 15 days before the public hearing) is required to make a good faith effort to negotiate a five-year contract with the rural fire department to provide fire protection in the area to be annexed.

(b) If the area is a rural fire protection district or a fire service district, then an offer to pay annually for the term of the contract the amount of money that the tax rate in the district in effect on the date of adoption of the resolution of intent would generate based on property values on January 1 of each year in the area to be annexed which is in such a district is deemed to be a good faith offer of consideration for the contract.

(c) If the area is an insurance district but not a rural fire protection district...

(d) Any offer by a city to a rural fire department which would compensate the rural fire department for revenue loss directly attributable to the annexation by paying such amount annually for five years, is deemed to be a good faith offer of consideration for the contract.

(e) Under subsections (b), (c), or (d) of this section, if the good faith offer is for first responder service, an offer of one-half the calculated amount under those subsections is deemed to be a good faith offer.

(f) This section does not obligate the city or rural fire department to enter into any contract.

(g) The rural fire department may, if it feels that no good faith offer has been made, appeal to the Local Government Commission within 30 days following the passage of an annexation ordinance. The rural fire department may apply to the Local Government Commission for an order staying the operation of the annexation ordinance pending the outcome of the review. The Commission may grant or deny the stay in its discretion upon such terms as it deems proper, and it may permit annexation of any part of the area described in the ordinance concerning which no question for review has been raised, provided that no other appeal under G.S. 160A-50 is pending.

(h) The Local Government Commission may affirm the ordinance, or if the Local Government Commission finds that no good faith offer has been made, it shall remand the ordinance to the municipal governing board for further proceedings, and the ordinance shall then not become effective unless the Local Government Commission finds that a good faith offer has been made.

(i) Any party to the review under subsection (h) may obtain judicial review in accordance with Chapter 150B of the General Statutes. (1983, c. 636, s. 21; 1987, c. 827, s. 1.)

§ 160A-49.2. Assumption of debt.

(a) If the city has annexed any area which is served by a rural fire department and which is in a ... rural fire protection district under Article 3A of Chapter 69 of the General Statutes ... then upon the effective date of annexation if the city has not contracted with the rural fire department for fire protection, or when the rural fire department ceases to provide fire protection under contract, then the city shall pay annually a proportionate share of any payments due on any debt (including principal and interest) relating to facilities or equipment of the rural fire department, if the debt was existing at the time of adoption of the resolution of intent, with the payments in the same proportion that the assessed valuation of the area of the district annexed bears to the assessed valuation of the entire district on the date the annexation ordinance becomes effective or another date for valuation mutually agreed upon by the city and the fire department.

(b) The city and rural fire department shall jointly present a payment schedule to the Local Government Commission for approval and no payment may be made until such schedule is approved. (1983, c. 636, s.23; 1998-150, s. 16.)

§ 160A-291. Firemen appointed.

A city is authorized to appoint a fire chief; to employ other firemen; to establish, organize, equip, and maintain a fire department; and to prescribe the duties of the fire department.

Note: Cities are allowed to provide fire protection as a municipal service, but not required by statute to provide such protection or to pay another for the provision of fire protection (Orange Water & Sewer Authority v. Town of Carrboro).

§ 160A-294. Loss of rural fire employment.

(a) Whenever a city annexes any territory under Parts 2 or 3 of Article 4A of this Chapter, and because of the annexation the rural fire department must terminate the employment of any full-time employee, then the annexing city must take one of the three actions listed below with respect to any person who has been in such full-time employment for two years or more at the time of adoption of the resolution of intent:

- (1) The annexing city may offer employment without loss of salary or seniority and place the person in a position as near as possible in type to the position that was held in the rural fire department; or
- (2) The annexing city may offer employment in some other department of the city at a comparable salary and seniority; or
- (3) The city may choose to pay to the person a sum equal to the person's salary for one year as the equivalent of severance pay. For the purpose of this subsection, the person's salary was his total salary with the rural fire department for the 12-month period ending on the last pay period before the resolution of consideration was adopted, plus any increased salary due to reasonable cost-of-living increases and bona fide promotions; provided that if no resolution of consideration was required to be adopted because of either G.S. 160A-37(j) or G.S. 160A-49(j), or because the resolution of intent was adopted prior to July 1, 1984, the person's salary was his total salary with the rural fire department for the 12-month period ending on the last pay period before the resolution of intent was adopted, plus any increased salary due to reasonable cost-of-living increases and bona fide promotions.

MISCELLANEOUS

TAX RATE

Petition of 35% of residents triggers election to raise tax rate from \$.10 to \$.15

...Upon the petition of thirty-five percent (35%) of the resident freeholders living in an area which has previously been established as a fire protection district and in which there has been authorized by a vote of the people a special tax not exceeding ten cents (10¢) on the one-hundred dollars (\$100.00) valuation of property within the area, the board of county commissioners shall call an election in said area for the purpose of submitting to the qualified voters therein the question of increasing the allowable special tax for fire protection within said district from ten cents (10¢) on the one-hundred dollars (\$100.00) valuation to fifteen cents (15¢) on the one-hundred dollars (\$100.00) valuation on all taxable property within such district. Elections on the question of increasing the allowable tax rate for fire protection shall not be held within the same district at intervals less than two years. (1951, c. 820, s. 1; 1953, c. 453, s. 1; 1959, c. 805, ss. 1, 2; 1983, c. 388, ss. 1, 1.1; 2002-159, s. 55(g)).

After review, Manager Bailie called for questions.

Council member Labonte discussed the news items in the local newspapers concerning the two (2) fire departments ground breaking and new buildings of both fire departments, as well as staffing issues of each. He stated he felt this was a very dividing issue and discussed news articles that confirmed that Fair Grove had updated their area with the training of more personnel. He discussed the Fire Task Force and some of the problems that were encountered. Training issues was one of the concerns that came out of that study. The Fire Task Force did an outstanding job and put a lot of effort into the research and report presented. He discussed the comments and statements made during the Council meeting when the Fire Task presented their report on the findings of their study.

Council member Bridges discussed the indefinite tabling or the motion to use Guil-Rand as the service provider for the City of Trinity and asked if this was an item that was still under consideration? This issue has not been discussed since the item was tabled. It did not seem that anything was resolved and that things remain as they did prior to the establishment of the Fire Task Force.

Attorney Wilhoit stated that he believed that the item that caused this item to be tabled was the fact that these two (2) Fire Departments have two (2) different tax rates. Because of this, the Fair Grove area outside the City Limits would have a tax rate increase if this item was pursued. I believe that is why the council tabled this item.

Council member Bridges asked if Council felt that it would be a good idea to review the Short Term Goals and perhaps do some of those in order to have and proved the best fire protection in Trinity that was possible. To have people that work together, and look at the installation of fire hydrants, as well as some of the other Short Term Goals that were defined.

Manager Bailie discussed the following items identified as Short term goals (listed in Fire Report). She discussed Council member Bridges comments and advised Council if this item remained tabled the City will not be able to act on some of these short term goals.

Short Term Goals

- 1- Automatic Aid**
- 2- Standard Operating Guidelines and Procedures be adopted by both departments**
- 3- City of Trinity Develop Service Expectations and those expectations be incorporated into the protocols of the departments.**
- 4- Series of recommendations on corporation including joint training sessions, and reports.**
- 5- Fire Hydrants -The City will work with Guil-Rand and Fair Grove Fire Departments as well as Davidson Water to install additional fire hydrants.**
- 6- Recommendation for Annual Audits or compellations which Randolph County currently requests.**
- 7- Representatives from Trinity attend Board Meetings of both departments.**
- 8- The creation of a Fire Protection Advisory Board.**

Manager Bailie advised members that ambulance service, sufficiency of water supply, and dispatch procedures were also touched on.

Council member Meredith stated that he felt the City of Trinity should have the opportunity to determine what kind of Fire Department, Police Department, or any other department the City should have just as any other city in the State of North Carolina does. The only way I feel the city will be able to accomplish this will be is through a political process. We need to pursue this with our State Representative or State Senator and have them introduce a bill that will allow Trinity to determine who they want to provide service in the City. I believe we should pursue this process so that we can make a final decision to follow through with our earlier decision.

We spent 1 year on the Task Force and are still discussing this item. This is a political process that we need to get involved with in order to accomplish Council's original decision.

Mayor Andrews asked the following three (3) questions.

1. What is wrong with what the city currently has?
2. What the difference was between the 2 fire departments?
3. What could one offer that the other could not?

Council member Talbert discussed the difference in the two (2) ratings of these departments and how the ratings difference at one time affected the insurance premiums charged by underwriters/ homeowners. He asked if the insurance rate was higher when a resident was served by Fair Grove rather than Guil-Rand and if so, what can they do to bring the rating up to the other department.

Manager Bailie commented that the two (2) fire departments have different ratings. Fair Grove is rated a 6/9 and Guil-Rand is rated 5. The costs are the same for both commercial and homeowners for insurance purposes. Fair Grove has a split rating of both a 6 and 9. Property owners located within the (9) rated areas do pay more. They are rated 9 because they are located more than 1,000 feet from a fire hydrant. Fair Grove and Guil-Rand are rated differently. Fair Grove is rated based on hydrant locations and Guil-Rand on water shuttle operations. Guil-Rand has not been inspected in 20 + years. Mayor Andrews stated it had been 22 years since Guil-Rand had been inspected.

There was further discussion between Mayor Andrews, Council members, and Manager Bailie concerning the time elapsed since recertification of each fire department. Council member Brown discussed the fact that Guil-Rand provided coverage to all of the area schools. Council member Bridges discussed how the city should get the two departments too corporate in a joint effort. She felt this would be what was best for the entire city. If we install fire hydrants this would probably help give both departments equal ratings for insurance purposes.

There was further discussion by Council member Meredith and his feelings on the City of Trinity having the opportunity to choose who would provide services inside the City of Trinity and the fact that this would require legislative action.

At this time Ms. Booker discussed the following items with Council:

Fair Grove and Guil-Rand do have mutual aid agreements required by the County Commissioners. The chief administrators of the two (2) fire departments are sometimes finding it difficult personally to corporate. Is this a correct statement?

Council member Labonte stated he felt this was correct. We had asked the Fire Chiefs to meet with the Fire Task Force but were unable to get them both to meet with us. There is not a problem with the fireman. They work hard to serve the citizens. I feel the issue is probably the chiefs or those in authority above them. Also the 911 calls are not being handled properly. The short term plans need to be pursued because if we were to have a fire on Turnpike Court the backup for the Fair Grove Fire Department is Silver Valley Fire Department even though Guil-Rand Fire Department has a Fire Department located on Surrett Drive only a short distance away they would not be called. This is problem that the Fire Task Force tried to resolve but we were unable to accomplish.

Council member Bridges asked if the City of Trinity could not ask for a Mutual Aid Agreement as well as looking at installing fire hydrants.

There was discussion between members and Ms. Booker on who needed to pursue this issue. Ms. Booker advised Council that these were 2 separate issues. One deals with infrastructure and fire hydrants and the other deals with corporation at the highest level and how you or the County may want to foster growth in this area.

Manager Bailie discussed the difference between automatic and mutual aids. There are Mutual Aid Agreements in place that means one fire department has to call the other department. An Automatic Aid Agreement that was recommended by the Fire Task Force would mean that each fire department would automatically back each other up and there is no question about one calling the other. That is what needs to be established and is not in place at this time.

There was discussion between Council members and Manager Bailie concerning the City's ability to request this be done. There was further discussion concerning the difference in the tax rates used by each fire department and the costs to use the equipment as well as the costs for employees that would come into the issue if the city requested an Automatic Aid Agreement. Council member Brown discussed how the Board of Directors for each fire department determined how they ran their department. I believe that our Council could make suggestions to either Fair Grove or Guil-Rand but I do not believe that we would be able to dictate to them.

Attorney Wilhoit stated that the contracts for each of these fire departments were with Randolph County. This entire situation began when the Department of Insurance gave erroneous information to the Fair Grove Fire Department that they did not have a contract with the City of Trinity. It was later determined that this information was incorrect because both Fair Grove and Guil-Rand have contracts with Randolph County. That is why this Board has to make a recommendation to the County to address the changes that you discussed concerning the Districts. When the Council pursued this avenue that is where the point surfaced concerning the different tax rates and how this would affect residents located in the Fair Grove district that did not live inside the City Limits of Trinity. That is when this Board decided to step back and review their decision further. Where Council goes from this point is what you are discussing now.

Council member Lambeth discussed earlier conversations concerning Short Term Goals. This defines today and what we need to do now for our citizens. The legislation is for the future if that is where we decide to go, but today is the time for the short term negotiations between our County Commissioners and the fire departments to be able to work together for the protection of our citizens.

Discussion continued between Council members and Manager Bailie concerning the need for fire hydrants in the city and the benefits that could be received by both departments. Council member Ewings discussed

a meeting she and Mr. Gregg Stabler from Davidson Water had concerning the costs of fire hydrants and some of the different options that could be used to pay for the hydrants.

City Engineer, Randy McNeill advised Council that the new lines will have hydrants located along them. The City needs to talk with Davidson concerning the possibility of shifting some of these hydrants so that they would be better spaced.

Mr. McNeill advised Council that hydrants could not be installed on lines that were less than 6" in size. There are entire subdivisions in the city that have 2, 3, and 4 inch lines. They could not have fire protection without replacing the entire water distribution system in the subdivision.

Manager Bailie advised Council that the Department of Insurance would like for Trinity to have its own insurance district where all of the insurance rating would be the same. In order to do this 85% of the city would need to have proper hydrants installed meaning the 85% of the property would need to be within 1000 feet of the fire hydrant.

Manager Bailie discussed the map included in the Fire Task Force report that illustrated the areas where hydrants were located more than 1,000 feet apart. The property owners located on the blue line in the Fair Grove fire district are paying the higher insurance rating (#9) because of the lack of hydrants. In the Guil-Rand area where there is a lack of hydrants the insurance rate is the same as the Guil-Rand areas that have hydrants because Guil-Rand is rated based on water shuttle operations.

There was further discussion concerning the costs associated with providing hydrants to the areas defined in the Fair Grove area. Council member Meredith stated that he did not feel the installation of fire hydrants would change the fire protection in the city and the only way to change is to change fire departments or update equipment.

Council member Brown stated he did not feel it was neither the city nor the tax payer's responsibility to subsidize the one (1) fire department in order to make their rating increase or change. That is the responsibility of that fire department and the tax payers in that district.

Manager Bailie discussed with Council the reasons to be considered when discussing this item. Is the City subsidizing one department or the other or is the City doing this for its residents. Does it enhance fire protection in general for our citizens.

Mr. McNeill discussed the difference in the ratings between the two (2) departments. The insurance rating will not change with the installation of fire hydrants for Guil-Rand since they have the ability to move water by truck brigade. I understand that Fair Grove depends on fire hydrants to move water.

Council member Labonte discussed the Turnpike Court area and the lack of water to extinguish fires in this area. Manager Bailie advised Council that the City was currently evaluating this area and trying to find ways to help improve this area.

There was also discussion between Council members, Manager Bailie, and Mayor Andrews concerning the need for an ambulance to be located in the City of Trinity. Mayor Andrews discussed prior conversations that had taken place between she and County Commissioner Darrell Frye. Commissioner Frye has advised me that the City will have an ambulance located here when the new fire station is built. There was further discussion between members concerning the possibility of the ambulance being stationed in the City prior to the completion of the new fire station. Mayor Andrews advised Council that she had broached this topic with Commissioner Frye but had not received an answer.

After further discussion, it was the consensus of Council to begin the following items:

Mr. McNeill, City Engineer, to pull up maps on GIS System and Davidson Water maps and report to Council where the gaps are at and what the cost would be to meet the 1000 feet hydrant standard. Consensus of Council (Hydrant Needs Study) After this report is presented to Council for their review they will determine whether to devote resources to this (as well as consideration of a potential plan for incremental dollars to be budgeted over future years).

Consensus of Council for Manager Bailie to get the 2 fire chiefs together to discuss automatic aid, and for the chiefs to make some kind of presentation to Council on how their services have been improved as well as the two (2) departments working on any problems concerning corporation in order to provide the best service available to the residents of the City of Trinity and to keep the County Commissioners informed on the progress.

Identify next steps after results of first 2 steps. This must be addressed for Long Term Goals for the community

STAFF REPORTS

Quarterly Financial Reports

Ms. Booker opened this item and turned discussion over to Ms. Hinson, City Clerk/Finance Officer.

Ms. Hinson reviewed the Summary Reports as inserted with Council. During the review there was a brief discussion concerning how the city addressed future liability such as retirement. Ms. Hinson advised Council that only vacation and sick days were considered presently as future expenditure. All other obligations for employee benefits are paid on a monthly basis to the State of North Carolina Retirement System. This money is protected and investments from these funds by the State are governed by the Local Government Commission another division of the State. Since Trinity does not have law enforcement at this time there are not issues concerning law enforcement benefits. The City does not provide insurance benefits for retirees at this time and therefore are not obligated to long term financing or budgeting for these items.

Financial Statement Summary

BALANCE SHEET

The Balance Sheet Summary of the Financial Statement illustrates how the Fund Balance for the City is currently allocated.

The Powell Bill allocation is designated for expenditures that qualify for Powell Bill dollars and can not be used to meet General Fund Expenditures.

The Fund Balance Designated Total represents dollars that the City has obligated to pay for Capital Projects and can not be used for any other expenditure.

The Fund Balance Designated represents available monies that could be designated to other funds or projects. The minimum level of Fund Balance required by the Local Government Commission is 8% of the Undesignated Fund Balance.

REVENUE STATEMENT

The General fund shows a collection of 23.96% of the budgeted revenues for this fund. Please keep in mind that the Sales Tax, Utilities Tax, CATV Tax, as well as Property Taxes are received at various times and will cause this percentage to fluctuate.

Fund 40 (Grant Project) did not receive any Grant reimbursements in the last Fiscal Year. However, Mr. McNeill, Davis-Martin- Powell, has filed for reimbursement on this project in this fiscal year.

Fund 41- This is the Colonial Heights project and is funded by General Fund dollars.

Funds 42 through 45- These funds represent the Sewer Bond Referendum and currently are only funded through General Fund Dollars.

Fund 49- This represents the CDBG (Darr Road Project) – Revenues received to date from reimbursements filed on behalf of the City by Benchmark total 27,193.50. Of this amount \$11,593.50 has been received in this fiscal year. Revenues appropriated from General Fund that will be considered a part of the City Match for this project total 68,488.40.

Sewer Fund (62)

Revenues to date for this fund are made up of Sewer Billing collections, Tap Fees, and Interest on Investments and are currently at 20.65% of the total budgeted revenues. We expect to collect revenues on the Impact/Capacity Fees due to new construction as well as exceed the revenues estimated for collection for Tap Fees.

EXPENDITURE STATEMENTS

General Fund

Total Expenses for the General Fund are broken down as follows;

Governing Board	39.80%
Administration	40.71%
Finance	80.10%
Planning/Zoning	44.49%
Public Buildings	0.65%
Animal Control	45.02%
Public Safety	97.46%
Powell Bill	8.18%
Street Department	35.64%
Economic Development	71.42%
Trinity Community Park	100%
Special Appropriations	22.38%
Transfer to Local Sewer Project	0.00%

The total expenditures of these departments divided by the total amount budgeted for the General Fund totals 8.79% expended to date of the total dollars budgeted. This total takes into consideration the 1,477,414 budgeted for Transfers to Capital Projects.

The Finance, Public Safety, and Economic Development illustrate expenditures over 50% for a 6 month period. These departments carry large expenditures that are usually paid in one lump sum such as the audit fee in the Finance Department, Annual payment to the Randolph County Seniors as illustrated in the Economic Development Department, and the Annual payment for fire inspections as illustrated in Public Safety.

Sewer Capital Project (Fund 40)

This project indicates 81.46% expended. This represents the entire project. Only \$4,528.40 has been expended to date in this fiscal year on this project.

Fund 41 Colonial Heights

Construction is underway in this project and represents 30.24% of expenditure costs to date, and technical/engineering 46%.

The total percentage of costs to the overall budget for this department is 29.77%. This number factors in the total amount budgeted for this department.

Funds 42-45 Bond Projects

The percentages for these departments are as follows:

Fund 42 3.29%

Fund 43 0.98%

Fund 44 0.50%

Fund 45 0.47%

Expenditures in these funds are for Professional /Engineering and Legal Services.

Fund 49- CDBG Darr Road

Total expenditures for this department are currently at 11.20%. Construction for this project has not begun and the expenditures represent administrative /planning and professional services.

Sewer Fund (62)

Total expenditures in this fund are 5.98 % of the total dollars budgeted. Due to the change in the rate structure the charge for consumption and capacity has decreased substantially in comparison to prior years and currently represents only 7.47% expended of the budgeted dollars for this service. No expenditure in this department exceeds 32% at this time.

Summary of all expenditures for all departments as illustrated on page 28 of the Financial Statements shows total expenditures at 12.50% of the total operating expenditures budgeted.

At the end of this review Council adjourned to Lunch at 12:00 p.m.

After returning from Lunch, Mr. McNeill proceeded with the review of the following projects.

SEWER UPDATES AND TIME LINES

Mr. McNeill advised Council these reports were devised to provide them with a snapshot of information concerning the projects taking place within the City. I will be providing these reports in the future at your Regular Monthly Council Meeting. This information will not tell you when the project begins or ends but will represent a snapshot of what has happened within the last 30 days. Since this is the first report I have included some extra information concerning the Phase 1 project that has been going on for some years now. The second report is the time line for all of the projects.

At this time Mr. McNeill reviewed with Council the following documents.

**City of Trinity
Davis-Martin-Powell and Associates**

Monthly Projects Progress Report February 17, 2006

Phase 1 – Sewer Extensions

- Phase 1 extensions along Finch Farm Road, County Meadows Lane, Dawn Acres Lane, and Shadydale Acres Lane
 - Design complete, easements acquired
 - Construction near completion on Finch Farm Road and Country Meadows Lane
- Phase 1 pump station site and meter site improvements
 - Design complete, easements acquired
 - Construction Contract awarded
 - No construction work to date

Colonial Heights Area

- Outfall from pump station to Colonial Circle installed
- Colonial Circle sewer installed from Highway 62 along eastern entrance to southwestern portion of roadway
- Forcemain installation completed except for testing
- Pump station wetwell, retaining wall and building installed
- Outfall pipeline construction continues near Regina Street

Phase 2 Sewer Extension

- Construction plan/profile drawing for pipeline route are complete
- Erosion control details currently being added to plans
- Easement surveying complete and strip maps are being finalized
- Preparation of legal descriptions are 90% complete
- 60 legal descriptions have been sent to Attorney and R/W Agent

Darr Road Area

- Plans completed, permits have been submitted to agencies
- Erosion control plans approved, DENR will review site next week
- Most easements have been acquired by R/W Agent

Phase 3 Sewer Extension

- Detailed pipeline routing exhibits prepared for all areas
- Initial route surveying in Lakewood area completed
- Plan/profile drawings being developed for Lakewood area
- Routing surveys underway in Highway 62, Hopewell, Jerry Street area
- Forcemain back to Phase 2 along Interstate being surveyed

City of Trinity
Sewer System Improvements
Preliminary Completion Schedules – February 2006

Phase 1 Extension

Complete Construction	May, 2006
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Colonial Heights

Complete Construction	May, 2006
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Darr Road Area

Complete design & submit permits	January, 2006
Receive permits & acquire easements	March, 2006
Open Bids	April, 2006
Complete Construction	January, 2007

Phase 2 Project

Complete design & submit permits	February, 2006
Receive permits & acquire easements	May, 2006
Open Bids	May, 2006
Complete Construction	May, 2007

Phase 3 Project

Begin Design	December, 2005
Complete Construction	December, 2008

Phase 4 Project

Begin Design	Fall, 2007
Complete Construction	Fall, 2010

Phase 5 Project

Begin Design	Fall, 2008
Complete Construction	Fall, 2011

After the review and discussion concerning the information presented to Council and the preferred format, it was the consensus of Council to receive the monthly report in the format that was presented at this retreat using the front and back of the sheets.

Mr. McNeill discussed the City of Thomasville Treatment Plant Expansion Project and advised Council that Thomasville had been able to cut approximately 4 million dollars from the construction cost of the proposed contract. This still leaves the approximate project costs at 27 million dollars. Until the City of Thomasville actually enters into a contract and a contractor begins work we will not know when the payments from the City of Trinity will be due. Trinity has a commitment for the 1 MGD and new rates have been incorporated in the rates charged to the City of Thomasville.

Mr. McNeill discussed the 15 million dollar bond referendum the city had approved by its residents for phases 2, 3, 4, and 5. A small amount of this is Grant Funding in Phase 2. The other funding for these projects consists of loan money. Each one of these Phases included a 25% match by the City making the total amount 15 million plus 25%. By the time we get to the construction phases on some of these projects the construction costs may go up 25%. This means the cost of construction of these projects will increase. With this in mind we are looking for other funding sources and opportunities that may be available to us. We met with CMR who is managing the CDBG for the Darr Road area and have tried to locate areas in the Phase 2 and Phase 3 projects that may qualify for other funding sources and that might help pay the city local share of these projects. We have identified 2 areas within Phase 2 and Phase 3 that may be eligible for the \$750,000 CDBG Grant Funding. The areas identified are part of Dawnwood Acres Mobile Home Park that was cut in half when the Interstate was constructed and another portion of the same subdivision across the Interstate located more to one corner.

These are the types of things that we recommend that we continue to pursue for all of these projects. There is also a funding program called STAG (federal program). This is money that is allotted to the Senators and House of Representatives at the federal level to allocate as they wish. It is my recommendation that the city request money from STAG dollars to help fund Phase 4 or Phase 5.

To request this type of grant the Mayor must write a letter with city support asking for funding assistance through your National Senators and House of Representatives Members to assist with the cost of installing infrastructure. Mr. McNeill advised members that the key time to request these funds was prior to February 14. Federal Years begin in October therefore the city needs to ask for a share of the money early. The decision on the requests are made sometime in the summer. Since Phase 2 has both grant and loan dollars it would probably not be a good candidate for the request. Phase 3 might be a possibility. There was discussion between Council members and Mr. McNeill concerning the time line for the request by letter of the Mayor for STAG Grant money. Mr. McNeill advised Council this request needed to be asked for in 2007. Our goal is to finish the design portion of Phase 3 by September 2006. It will take approximately 6 months to acquire needed easements. This would mean that work will need to begin in early 2007 in order to complete the project in 2008.

Another funding source is NC Job Creation Funding Grants (state program). North Carolina is proactive in job creation and there are several funding programs available if the private industry can create jobs and guarantee that those jobs will be there for a certain time period funding assistance is available to extend infrastructure to serve those businesses.

Mr. McNeill discussed the time lines on the current projects. His recommendation was for the City to get the costs of Phase 2 and use those new numbers to update the budget for the Phase 3 development. This will give us real quantities. We can also use those same numbers to predict the cost of Phase 4 and 5. This will tell us where we stand in costs. We are using the revenue that the city is putting aside from sales tax each year to make this possible to pay the local share without depleting the fund balance.

Manager Bailie discussed with Council their desires to pursue CDBG Funding as discussed by Mr. McNeill. Mr. McNeill advised Council that CMR had stated that in their management contract for the Darr Road Area they had included enough money to do one (1) additional application for the city. They have enough money in their fee for the Darr Road Project to complete another application if they feel they can make the project qualify.

The next applications can be made in the fall of this year. That is when application would be made for the areas discussed in the Phase 2 projects. Mr. McNeill advised Council that since the project totaled more than \$750,000 only the portion that would equal that amount would be included in the request and not the entire area.

Manager Bailie asked Council that if they knew or learned of any opportunities that would create jobs to bring it to the attention of her, Mr. McNeill, or Bonnie Renfro, Randolph County EDC. There is money available for economic development that will pay for sewer and water as well as other things with the promise to create jobs and keep them in place for a designated time.

It was the consensus of Council for Manager Bailie and Mr. McNeill to pursue any CDBG Funding that may be available for any phases.

There was discussion between Ms. Booker and Council on how they wanted to proceed with the Agenda. After discussion, Council proceeded with the topics that dealt with the Decision Making Process, Council decorum and rules of procedure and the role of a council liaison.

Decision Making Process, Council Decorum and Rules of Procedure, Role of Council Liaisons

Council member Reddick discussed an incident that occurred at a Council meeting last year that involved Council members talking while a presentation was being made and the impression that it had on a student who was present at the meeting. There was also discussion between Council members on audience members talking during Council's discussion. Mayor Andrews discussed how the use of microphones might help alleviate some of the talking by members of the audience. If Council does not utilize the use of the microphone it makes it hard for members of the audience to hear what is being said. Council needs to be more aware of the microphones and using them so that persons in the audience can hear what is being discussed by Council. There was discussion among Mayor Andrews, Manager Bailie, Mr. Stumb, and Council members concerning problems with the microphones. Mr. Stumb advised members that to get better sound would probably require a microphone for each member.

Council member Bridges discussed the Suggested Rules of Procedures for City Council's that was included in their notebooks. To my knowledge the City Council has not adopted this as their Rules of Procedure although we follow them for the most part. Is it a good idea to adopt them as the way our Council proceeds and is there a reason to adopt them?

Manager Bailie advised Council the reasons to adopt Rules of Procedure is to eliminate questions. The way the current Mayor runs the meeting should be the same as the next Mayor runs the meeting. It creates consistency in the way the meetings are run and established a set of rules. It establishes such items as who is allowed to speak and when they are allowed to speak. There are some things listed that we do not currently follow. Some of these include that no second to a motion is needed, and this Council and Council's in the past have always required a second. My suggestion would be if Council is interested in adopting Rules of Procedure to form a small committee of Council to go through the book and see if you want to adopt it intact as presented, or if you want to make some changes based on the way that Council currently does things.

Council member Bridges stated that she felt it was good for everyone to be on the same page concerning how Council conducted business.

Council member Lambeth discussed the 3 minute rule for speakers and the need for consistency. He discussed the possibly ways this could be accomplished but again stressed the need to apply the rules to all speakers.

Council member Ewings asked if the 3 minute rule also applied when the speaker is interrupted and asked a question. Council member Lambeth stated that as a usual practice when a speaker is addressing Council we usually do not ask questions until the speaker has finished their presentation. This could be different when discussion may be taking place during a Public Hearing Item. and discussion may be taking place. However, when someone stands up to address Council they are informed of the 3 minute rule. Sometimes they have 3, 10, or 15 minutes. Is this what we will go by or are we going to follow the 3 minute rule. This is not fair to the citizens or to Council.

Attorney Wilhoit discussed with Council the procedure used by the Supreme Court. They have a card that was held up when 1 minute was remaining. At the end of 1 minute you are finished. They give the speaker this notification in order to allow them to wrap up their thoughts.

There was further discussion among Council members and Manager Bailie concerning the adoption of Rules and Procedures. After discussion it was suggested that all Council members read the Rules and Procedures Booklet and raise questions on their points of concern. Council will review this at Pre-Agenda

and appoint 2 to 3 members to sort out questions that were raised. This will allow input from all Council members.

Council member Bridges asked for clarification of the roles of a Council Liaison. Council was addressed concerning this issue at the last meeting. I would like to know what the parameters are that we should operate in. As a Council member there have been times when I have attended Planning/Zoning Meetings and really wanted to say something but did not as well as other times that I have been asked to comment on issues and I wasn't sure if this was appropriate either.

Council member Lambeth discussed his role as the liaison to the Utilities Committee and how this same scenario had occurred involving him. There have been times when I have advised the Committee that this item had already been discussed by Council and times when I was not sure whether I should discuss that particular issue with them.

Attorney Wilhoit stated that the Planning/Zoning Board has an advisory function. They listen to items brought to them, make decisions, and then forward their decision to Council as an advisory board. Council makes the final decision. Council members can have discussion with staff to have them advise or inform the Planning/Zoning members of certain information or policies or thoughts on the items before the Planning Board. In most of the other municipalities that I represent, Council members do not appear and speak at Planning/Zoning. When the ultimate decision is made by Council you do not want to have any appearance of impropriety where the decision has already been made, etc.

Ms. Booker discussed with Attorney Wilhoit the duties of the Planning/Zoning Board. They make recommendations and by law the Council makes the final decision. If a Council member attends this meeting and makes a few comments they may be voting on the same issue 2 weeks later. Does the Utilities Committee do the same thing? Council member Lambeth stated they did. There was discussion concerning the difference in the two boards. The Planning/Zoning Board is by law (statutory) the Utilities Committee was formed by Council (local practice) and can be done away with at any time.

Attorney Wilhoit discussed how staff could be used to address all issues to the Planning Board in order for them to have all the information available on both the pro's and con's. When you are the final decision maker (Council) your presence is not crucial at the Planning Board from the standpoint that Council is the ultimate decision maker.

Council member Labonte stated that he liked to attend the meeting as a guest only, not a Council member just to see how the boards conducted themselves. I have a hard time and do not like to have Council members on any committee. It can allow the Council to set the tone for what they want and can influence these different boards and committees for what they want. When these issues do come to the full Council the 2 Council members that were present at the other meetings are convinced on how they will vote.

Council member Lambeth discussed conversation between he and Council member Reddick concerning a development at the Land Use Plan Meeting. We did not want to be a part of this meeting since we will have a part in this plan. This meeting was for the citizens.

Mayor Andrews discussed with City Council members the reasons that Council members were originally named to the different boards. When the City first began we did not have a City Manager or a Planning/Zoning Administrator. They were there to answer questions. Now that we have a full staff do we really need a Council member on these committees?

Council member discussed their feeling on this issue and possible ways that this could be addressed. Most agreed with Council member Labonte concerning the presence of a Council member on the different boards and committees and how the presence of Council could influence the decision of them. Council member Reddick discussed the adopted policy by Council that stated a member of each board was supposed to present to Council at the regular monthly meeting the result of that board or committees decision from their meeting. If this policy is followed I do not believe that we need Council representation at the different meetings of boards and committees.

After further discussion, Manager Bailie asked Attorney Wilhoit if there was legally a difference between the Council liaison to the Utilities Committee and the Council liaison to the Planning/Zoning Board. I am concerned about the legalities of a Council member standing at a Public Hearing or otherwise stating a position and then voting on it.

Attorney Wilhoit advised Council that he and Manager Bailie would research this topic and forward information and recommendations for policy and procedure for liaisons to all boards and if they were needed.

At the conclusion of this topic the following items were noted as Council Consensus.

At this time the city will not spend any additional monies for new microphones but Council members will try to be sensitive to speak into the microphones

Everyone will read their Rules of Procedure Booklet and underline their questions. They will be brought to a discussion at a Pre-Agenda Meeting. Based on the feedback at that time, Council will form a task force of 2 to 3 members to modify or agree on what the City of Trinity would like to have for Rules of Procedure.

Discussed the need for consistency in the time allotted for speaking (3 minute rule) during comments to Council.

Attorney Wilhoit and Manager Bailie will get together to research potential legal issues concerning Council liaisons on Planning/Zoning and all other boards and committees and present a recommendation or policy for proper procedures to Council for their review.

Comments from Council

Council member Reddick discussed comments that were sometime made during public comments that Council would like to address. Residents do not always wait until the end of the meeting for Council to answer or address the comments. Is there a way that this can be handled and do others feel the same way?

Council member Labonte agreed but stated he felt the residents should respect Council and be willing to wait until the appropriate time for Council comments.

Mayor Andrews suggested that members of the audience be made aware that questions arising from public comments would be addressed at the end of the meeting under Council Comments.

Attorney Wilhoit discussed how response could be made during the actual meeting to address any incorrect information. There was further discussion concerning who would be the best persons to address comments during any meeting. Manager Bailie stated that if the comment concerned factual errors she would be aware that the information was not corrected. I could ask the Mayor's permission to address the speaker to correct the comment with factual information only and not to enter a debate with the speaker. This type of correction could also be addressed by Mr. Stumb or Mr. McNeill.

There was further discussion concerning how and when to address public comments. Manager Bailie discussed her thoughts on how this should be done. If someone asks a question that allows an immediate response wouldn't it be better if we answered? Often times you do not want to engage in conversation with the speaker. If the question was factual we could correct it. If it was something that we had to research it could be turned over to the Manager, staff, or Mr. McNeill for response at a later date. We could also advise them to stay until the end of the meeting and talk to individuals.

After further discussion, it was the consensus of Council to leave Agenda in its current format with no changes.

If incorrect allegation is made (incorrect fact) City Manager, appropriate staff, or consultant can ask mayor's permission and provide correct information.

Strategic Planning, Vision Statement, and Setting Goals

Ms. Booker opened this item for discussion to Council.

Council member Labonte discussed the wording on the entrance signs into the city that referred to Trinity as a "City of Vision." What is the "vision" for the City of Trinity? Council members discussed if a vision statement was something that would come out of the Land Use Development Plan.

Ms. Booker advised Council that a vision statement would develop in the Land Use Development Planning process. However, the vision statement will relate to the appearance, land use, and environment of the community. It will not be conducted from the standpoint of economic development, or what services the city might offer.

Mayor Andrews discussed the need to know where the city was going in the event something happened along the way. How many mistakes would the city make, when will the city get where they want to be and how will we know when we get there? She discussed a question that she was asked during her campaign concerning where she saw the City of Trinity in 10 to 15 years. What do you see the city offering in the way of city services or what will the city have in 10 years? Mayor Andrews asked Council members what did they want to offer the citizens in our city and what goals are we working for?

Council member discussed what they needed to do to try to set goals and how their visions might change as it grows. Council member Ewings stated that Trinity became a city because they wanted control of their own destiny.

Council member Meredith stated the over riding issue after incorporation was the installation of sewer infrastructure. Some people want a bedroom community, and some want to build the city through commercial growth.

Through discussion the following ideas were generated from Council concerning the question "what do we want?"

Services
City Hall
Tax Base
Residential Only

The following questions came out of the items identified as "what do we want?"

Why did Trinity become a City?
Now that we've become a city what do we want to be?
What do we want to do about it?
Once we get the sewer, what do we want to see?

Ms. Booker discussed how some of these questions they asked would come up for discussion during the Land Use Development Plan process. These include how do we want to plan or do we want to leave room in our plans for industrial and commercial development. Some of these strategic questions will come out in this plan but some will not. It is somewhat usual that a community goes through a Strategic Planning Process just as they do with a Land Use Process. Questions like this are identified and citizens are involved. There are about 3 groups that try to respond to the questions. A Strategic Planning process often takes about 1 year. I have participated in processes where there was failure due to a lack of support from the city leadership (staff and council). On the other hand I have participated in the same process by much older communities such as Eden that has succeeded because of some imaginative citizens and supportive Mayor and Council.

You may want to have a 1 day Council Retreat on this subject.

Mayor Andrews asked if the City should wait until the Land Use Development Plan was finished to see what ideas or questions are answered prior to pursuing this any further. Ms. Booker stated it was her

professional opinion that the city should wait until the completion because this group will ask a lot of these questions in that process.

Manager Bailie stated that she could see the advantage in the advice that was given by Ms. Booker. She stated that it might be interesting to set some goals. The services that were discussed at the beginning of the meeting, were those goals? Should we consider these items as goals at some point and is this something that we want to work toward in the future. The advantage to goal setting is being able to locate funds that might be available to pay for goals that were set. If we have not identified our goals then I have no direction and may pass over an opportunity that would be beneficial to the city.

Mayor Andrews stated that she would like to see the city have a short term and long term plan. It may not be etched in stone but would give us a working document with goals to work toward.

Ms. Booker advised Council members that setting city operational goals could be done without a community wide strategic process.

Council members and Mayor Andrews discussed their feelings on industrial and corporate development. Mayor Andrews stated that she thought corporate development would benefit the City by producing more jobs and increase in taxes but did not want to see heavy industrial development inside the city. Council member Labonte stated that he felt the sewer infrastructure was needed in order to increase the tax base. The long range goals are a Police Department, Fire Department, and Curbside/Trash pickup. We could also look at the possibility of our own sewer treatment plant 25 years in the future. We need to outline these goals but we also need to outline way that the city is going to pay for these items.

There was further discussion concerning how the city needed to proceed and alternative ways that the city may generate revenues. Council member Labonte discussed the need to improve the areas such as Turnpike Court in an effort to keep industries in Trinity before getting new industries. If we lose development that is already located in Trinity then the tax base drops. There was further discussion between members concerning the needs in this area for sewer, water, and street improvements. We have an opportunity in this area that we should not let get away from us. Mr. McNeill advised Council that his firm and staff were working with this group to try and develop a plan to help meet their needs. Manager Bailie advised members that research was being conducted to complete all of these items at once.

Manager Bailie discussed Council's promise to residents to pay for sewer installation with sales tax and not an increase to their property taxes. She asked Council for their feelings concerning economic development opportunities where the city may have to pay to install infrastructure in exchange for an economic development project.

It was the consensus of Council this type of expenditure could be justified.

Mr. McNeill discussed the bond that passed at the state level where the city could form special tax districts and let the businesses receive the benefits and pay a special tax to help repay the debt. This is a new means of financing projects.

Ms. Booker discussed the earlier question by Manager Bailie concerning Curbside Trash/Recycling, Law Enforcement for the Community, Thoroughfare Overlay, and Trinity's own Fire Protection. She asked Council if these items could be called goals. If Council decides these items can be identifiable goals the staff could be on the look out for funding sources or ways to address these items.

Ms. Booker asked Council if they wanted to think about the questions posed concerning a vision statement and "what do we want to do". Do you want to discuss this now or do you want to deal with these questions later.

After further discussion between Mayor Andrews and Ms. Booker, Ms. Booker suggested that each Council member list their vision for the City of Trinity in the next month. What would you personally like to see the City of Trinity look like, and what services would you like to provide in 5 years, 10 years, and 15 years. After Council turns in the response, Manager Bailie will contact Ms. Booker and set a time to review this information.

Building/Facilities (now and future)

Ms. Booker opened this item and turned the discussion over to Council and Manager Bailie. Manager Bailie discussed her suggestion pertaining to the development of city property and the need to have a master plan done for the property.

The committee was formed by the Mayor's appointment. If Council wants to keep this committee it is up to Mayor Andrews to appoint the committee. It can be the same members or new members.

Some months ago the committee made a recommendation to the Council that we not add a meeting room on to the current building. This decision was based on the costs. The overall thinking on this item is that we need a meeting place other than the church.

There are 2 questions that Council needs to consider. (1) The appointment of a committee and (2) Where do we go from here? What do we do about building a meeting room, building city hall, and developing city property?

We have significant facility problems. We need storage space at the current City Hall location. We can not go on at the current location for long. As we expand the sewer system and add customers to our sewer customer base it takes time and people. This means more records to store, and more bodies in the building. I would like to see a committee formed to work with me and staff on facilities and staffing. Council member Meredith discussed the earlier decision to build a separate meeting hall. Manager Bailie discussed how Council wished to proceed if this was defined as the next step. Will we just locate the building anywhere on city property or are we going to complete a master plan for the entire property which will help us decide where to build the meeting room or City Hall. Manager Bailie discussed some alternatives that could be done at the current City Hall location that might address the meeting room issue. This all gets back to how much money do you want to spend on the current building? Council member Meredith recalled the former plan of a detached building. Mr. McNeill discussed with Council the need to decide on the final scope of the tentative building process. Council never determined a final scope of the detached building so that a price could be established. Manager Bailie stated this is what Council needed to decide and in making the final decision we need to take into consideration where we are currently, where we are going, and how quickly will we get there.

After discussion, Mayor Andrews asked Council members Labonte, Meredith, and Talbert to serve on the Building Committee with Manager Bailie. All Council members accepted the appointments to the Building Committee.

Mr. McNeill discussed the PARTF Program and the match that was required. Last year, 85 applications were submitted for funding but only 13 projects were funded. If you plan to seek this type of funding in 3 to 4 years it may take submitting an application 1 ½ years from now with an expectancy of a 2 to 3 year funding cycle prior to being funded. If the city wants to apply for this type of funding the earlier that you submit your application the sooner you will get it completed. Mr. McNeil suggested the expedition of submitting a park plan soon.

Business from City Manager

Manager Bailie advised Council that City Hall will be closed Monday for Martin Luther King Day.

Manager Bailie discussed with Council the need to change the February Pre-Agenda from Tuesday, February 14, 2006 to Monday, February 13, 2006 due to a conflict in scheduling for Council members attending the Essentials of Municipal Government Course. They would be unable to attend the Tuesday Meeting.

It was the consensus of Council to change the date of the February Pre-Agenda Meeting from Tuesday, February 14, 2006 to Monday, February 13, 2006 and that Manager Bailie follow up with a reminder memo to Council.

Prior to adjournment Council members complemented Ms. Booker on her role as the Facilitator at the Annual Retreat and her ability to keep Council on schedule and focused.

Ms. Booker advised Council that she felt they were very effective with the topics discussed today. This was a day well spent.

Mayor Andrews commented on this being her first Council Retreat and how much she enjoyed the day as well as new knowledge that she gained. She also commented on the accomplishments of Council during this Retreat.

Adjournment

With no other business to discuss, *Council member Reddick made a motion to adjourn the January 14, 2006 Annual Retreat of the Trinity City Council, seconded by Council member Talbert and approved unanimously by all Council members present.*

These minutes were approved as written by the Trinity City Council at their March 21, 2006 Regular Meeting upon motion by Council member Bridges, seconded by Council member Ewings, and approved unanimously by all Council members present.